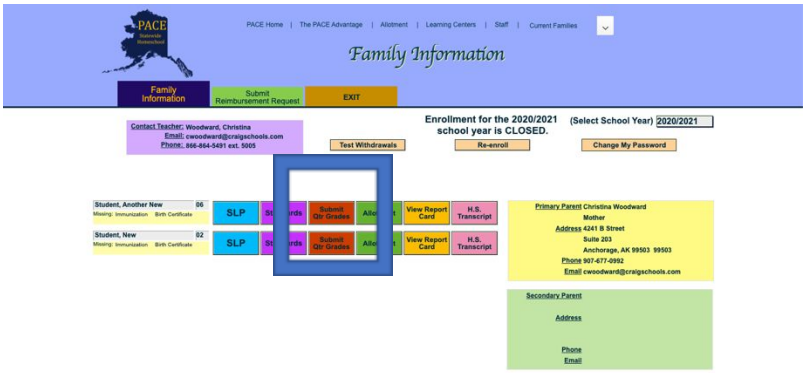
ENTERING QUARTER GRADES

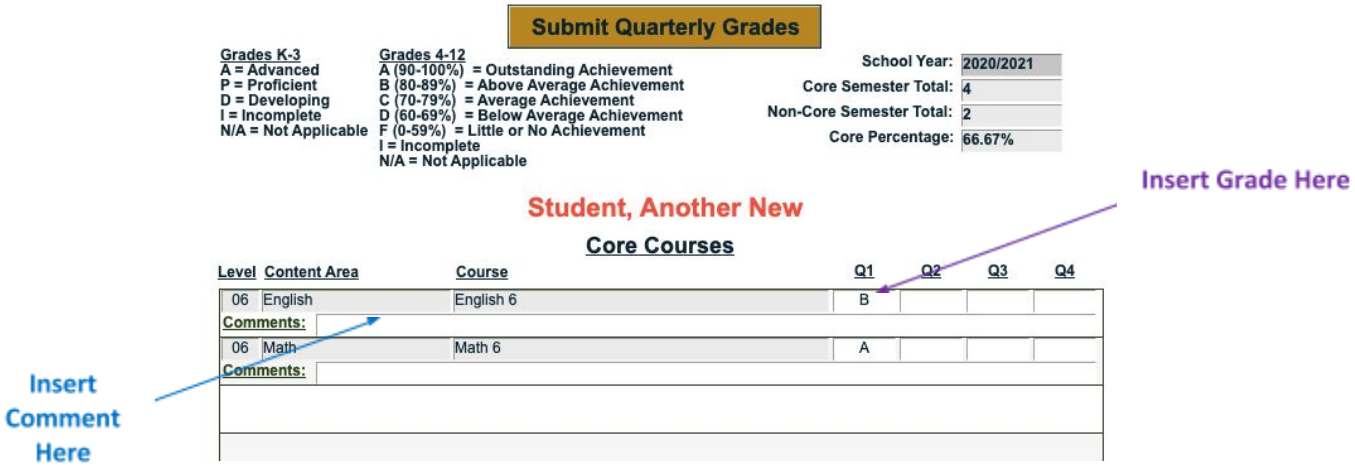
- Go to https://www.paceschool.net/
- Click on the myPACE log-in

- Sign in
  - **User Name**: Family Group Number
  - **Password:** Zip Code
    - Unless you've changed it previously

- Click on "Submit Quarterly Grades" in the red, middle box

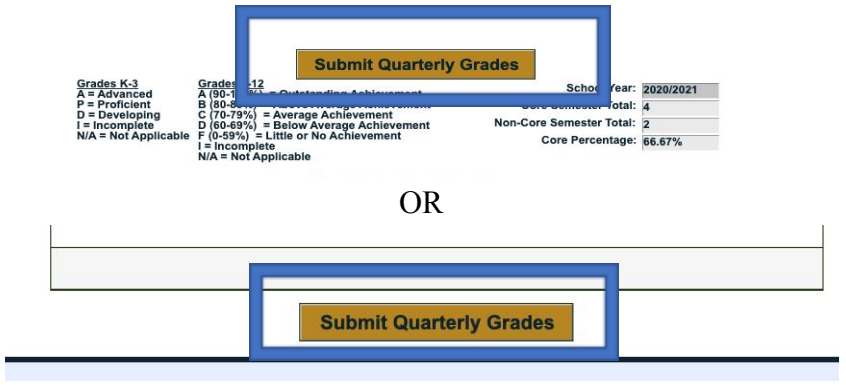


- Enter **grade** in the Q1 box (if Quarter 2, enter in Q2 box, Q3 for quarter 3, etc.)
- Enter a **comment**
  - There must be a comment before you can submit a grade



Next

- Click “Submit Quarterly Grades” at the TOP or BOTTOM of the page



- Repeat for all students

Grading Scales

Grades K-3	Grades 4-12
A = Advanced	A (90-100%) = Outstanding Achievement
P = Proficient	B (80-89%) = Above Average Achievement
D = Developing	C (70-79%) = Average Achievement
I = Incomplete	D (60-69%) = Below Average Achievement
N/A = Not Applicable	F (0-59%) = Little or No Achievement
	I = Incomplete
	N/A = Not Applicable

- The Approved Craig City School District Grading Scale (K-3rd Grades)

A = Advanced: Child completes tasks with minimal support from parents and with minimal mistakes.
P = Proficient: Child completes tasks with some support from parents and with limited mistakes.
D = Developing: Child needs support or help for most of the tasks; concepts are developing.
I = Incomplete: Work has not been submitted and/or not enough work completed.
N/A = Not applicable

- The Approved Craig City School District Grading Scale (4th-12th Grades)

A (90-100%)	Outstanding achievement	4.0 grade points
B (80-89%)	Above average achievement	3.0 grade points
C (70-79%)	Average achievement	2.0 grade points
D (60-69%)	Below average achievement	1.0 grade points
F (0-59%)	Little or no achievement	0 grade points
I	Incomplete	0.0 grade points

- N/A should only be used if a class is not in session, or if you have not started classes yet
  - Use the comments section to explain the N/A
- No plusses or minuses (+/-) are added to the grade (ex: C+, A-)